

MINUTES OF COUNCIL MEETING
July 16, 2012

A regular council meeting was duly called to order by Mayor Robert Roesler at 5:00 p.m. on Monday, July 16, 2012 with members Kurt Olson, Robert Roesler, Jeff Ross, Carroll Behne and Brad Ringnell present. Absent, none. Also present, City Admin/EDA Dir Jamie Letzring and Deputy Clerk Irene Schlaphoff.

Motion by Ringnell to approve the updated agenda, second by Olson, carried.

Motion by Behne to approve the minutes as written and sent to each council member for study, second by Ringnell, carried.

Following discussion of an added invoice, consent agenda including payment of bills was declared approved as printed and distributed for review.

Motion by Ross to approve Resolution 2012-22 Appointing Election Judges for 2012 Primary and General Election, second by Ringnell. Olson, yea; Ross, yea; Behne, yea; Ringnell, yea; Roesler, yea; Resolution 2012-22 approved. Election judges are Head Judge James Theobald, Bruce Haugen, Derald Harris, Larry Lee, Marsha Sickler and Alternate Irene Schlaphoff.

Council was updated by Nurse Director Lisa Lange on the Temperance Lake Ridge expansion project; concerns were expressed regarding the debris and rocky areas posing a hazard to residents and guests. Mrs. Lange also felt that the residents who do not have access to their garages during construction should be eligible for a rate reduction. Motion by Ross to grant Nurse Director Lisa Lange the option of prorating garage rental on an individual basis until full access is obtained, second by Olson, carried.

Motion by Behne to authorize \$10,164.32 for the city's additional share of the jetter truck, second by Olson, carried. The jetter truck will be purchased using \$40,000 from the Joint Powers Equipment account with the remaining balance divided among the cities of Sherburn, Welcome, Dunnell and Trimont based on population. Public works employees from each city will attend the July 20th training; City of Sherburn will be compensated for storage of the truck.

Seal coating product RePlay has been applied to W First and E Third streets and a comparative study will be conducted against other bituminous lots poured the same year in order to examine benefits; investigation continues into the source of the sink hole on W First Street and responsibility for this oversight.

An agreement has been reached with Tealwood Management for the renewal of their contract for 24 months, with additional renewal options totaling seven years, a 45-day opt out window, flat monthly fee plus an annual incentive bonus based on Temperance Lake Ridge net income before transfers as per audited figures, not to exceed \$15,000. Motion by Ross to approve the contract renewal as presented by City Administrator Jamie Letzring, second by Ringnell, carried.

Motion by Olson to authorize City Admin/EDA Dir Jamie Letzring and Nurse Director Lisa Lange to obtain contractors' estimates for the conversion of the activity room at Temperance Lake Ridge into office and employee break rooms, second by Behne, carried; Ringnell abstained.

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Motion by Ringnell to declare the Temperance Lake Ridge pool table and the Sherburn Fire Department 1985 tanker truck as excess property; motion amended to include a washing machine from Temperance Lake Ridge, second by Ross, carried. Further discussion was held regarding the sale of the tanker using sealed bids and Craigslist services.

At this time City Admin/EDA Director Jamie Letzring introduced the 2012 Strategic Planning process, which will be an on-going project to consciously define council/staff direction and goals for the City of Sherburn, a formalized roadmap of how we will attain those goals, including citizen feedback and assessment. The first step in this process is staff and council commitment, and review of the mission statement that was established twelve years ago. Council consensus was that the mission statement remains valid and relevant. The next Strategic Planning session will address staff turnover and work force development.

Admin report –

- Summary letter received from Shannon Sweeney of David Drown Associates itemizing the final proceeds from the sale of EDA Housing Development Bonds Series 2012C.
- Statement released from Canadian Pacific Railroad announcing their intent to increase train speeds through Sherburn to 25 mph effective July 16, 2012.
- Memo from the League of MN Cities publicly acknowledging Senator Rosen's legislative work.
- Owl presentation sponsored by the Sherburn Branch of the Martin County Library took place at the Sherburn Theatre on June 21st and was attended by 89 people.
- Conference call scheduled for next week with the state auditor and City Auditor Eide Bailly to address several issues noted in our 2011 audit.
- According to Councilor Ringnell, the fire department has applied for a FEMA grant for the purchase of air packs, bottles and face pieces. Grant is being written by Development Services, Inc. Mayor Roesler requested that the department inform the council before making such applications in the future. Motion by Olson to authorize the Sherburn Fire Department application for FEMA grant funds for fire-fighting equipment as listed, second by Behne, carried.
- City administrator is enrolled in three on-line classes dealing with HR issues sponsored by the League of MN Cities.
- Deputy clerk position has been posted; starting salaries and health insurance adjustments must be addressed.

In other business, discussion was held regarding street light outages, ambulance replacement costs, work force shortages at the liquor store, and increased train speeds through town. Mayor Roesler commented on an unfinished curb cut on Lynn Street and an alley that needs the attention of the property owners.

Motion to adjourn by Ringnell, second by Behne, carried. Meeting declared adjourned at 7:10 p.m.

Deputy Clerk Irene Schlaphoff